



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: July 7, 2023
MEETING DATE: July 18, 2023
SUBJECT: Jacksonville Park Site Plan-Special
Permit Review

PROJECT NUMBER: SPP2306-01
PROJECT ADDRESS: 3037 Swamp College Road
PARCEL NUMBER: 25-.6-7
ZONING: P/R: Park/Recreation Zone

INTRODUCTION

The applicant, Pete Angie, on behalf of the owner, Jacksonville Community Association, Inc., proposes to construct improvements to Jacksonville Community Park, including a new off-street parking area and path, in order to improve accessibility and use of the park. An application was also submitted to the Town's Board of Zoning Appeal (BZA) for three area variances: reduction of the 100' minimum required stream buffer required under Ulysses Town Code [UTC 212-115.A](#) to 25' for the proposed ADA off-street parking area, reduction of the 100' minimum required stream buffer required under [UTC 212-115.A](#) to 25' for the proposed overflow off-street parking area, and reduction of the 100' minimum required stream and wetland buffers required under [UTC 212-115.A](#) to 74'-10" for an existing ADA compliant restroom.

PROCESS

Per [UTC 212-112.F](#), public and private community parks are permitted in the P/R zone, but require site plan review and special permit approval by the Planning Board. Per [UTC 212-17.B](#), the Planning Board may review and provide written comments on all variance applications to the BZA for projects that would be subject to Planning Board review and approval if the variances are granted. During this review, the Board should review the proposal in respect to state and local laws and regulations, provide comments and direction to the applicant on any additional required items to be submitted, determine whether a public hearing will be required, and determine the public notice procedure.

REQUEST TO THE PLANNING BOARD

Review the information in this memo and the application to the BZA, determine if the Board will supply comments to the BZA; create a checklist of additional items the Board will require if any from the applicant in order to facilitate its deliberations; and discuss timelines for a public hearing.

EXHIBITS

[Exhibit A: Application Submission](#)
[Exhibit B: BZA Application](#)

[Exhibit C: Town of Ulysses Zoning Code Sections](#)
[Exhibit D: Consolidated Laws of New York Sections](#)